



JUNK COLLECTOR BUSINESS LICENSE INFORMATION

ccl-jctinfo 10/27/14

OFFICE OF THE CITY CLERK LICENSE DIVISION

200 E. WELLS ST. ROOM 105, MILWAUKEE, WI 53202

(414) 286-2238 EMAIL: LICENSE@MILWAUKEE.GOV

Who needs a Junk Collector License?

Any person who buys, sells, collects, gathers or delivers junk within the city as a business or employment but who is not a junk dealer or an employee of such a dealer.

Definitions

"Junk" shall mean used materials of any kind that may be recycled or converted to new materials or products including rags, paper, rubbish, bottles, glassware, cookery, bags, cloth, rubber, waste, tires, ferrous and nonferrous metals, clothing, siphons, old rope, plumbing materials, salvage gas and electric fixtures, waste materials, and all articles and things discarded, including secondhand motor vehicles and parts thereof. (s. 92-3-2-a, MCO)

"Junk dealer" shall mean a person, firm, partnership or corporation that buys, sells, gathers, delivers or stores junk and maintains a yard or building therefore as a principal place of business. (s. 92-3-b, MCO)

"Junk collector vehicle" shall mean any motorized vehicle used in connection with a junking operation or in the active collection of junk.

License Period

License expires 2 years from date of issuance.

License must be issued within 1 year of approval, or a waiver from the Licenses Committee is needed.

Fee

\$50 per pushcart for a junk collector on foot

\$150 per vehicle for a junk collector with a motor vehicle

A separate application and fee must be submitted for each cart/vehicle.

Forms Required

- Business License Application (ccl-busapp)
- Junk Collector Business License Supplemental Application (ccl-jctapp)

Photographs

Color photographs of both sides of your vehicle (truck or cart) with all signage wording clearly visible must be submitted to our office before your license can be issued. Photographs must be at least 3" x 5" in size.

State Sellers Permit

Not required for Junk Collector licenses.

Home Occupation Statement

If your business address is also your home address, you need to obtain a Home Occupation Statement. Contact the Department of Neighborhood Services, 841 N. Broadway, 1st Floor, (414) 286-3874 for further instructions and an application.

Other Requirements/Permits

1. No person may operate or park a vehicle used in the collection of junk without first obtaining a junk collector vehicle license.

2. No person may park any vehicle used for the collection of junk on any street in the City for more than 10 minutes unless they are loading or unloading.

3. During all hours of operation, licensed vehicles (trucks and carts) must display signs in prominent locations on both sides of each vehicle. The signs must contain the following information in letters at least 3 inches in height:

- Name of business or the person operating the vehicle
- Valid phone number for the business or person operating the vehicle
- The wording "City of Milwaukee Junk License No." along with your license (permit) number which will be provided to you upon application. This number will remain with the vehicle as long as you continue renewing the license.

Sign Example:

John Doe's Junk Collecting

(414) 111-1111

City of Milwaukee Junk License #1111

4. Junking material cannot be stored at the end of the day on your vehicle, or on the premises.

5. The vehicle must be parked on paved or hard surfaces, and meet all other applicable ordinances relating to the motor vehicle. Contact the Department of Neighborhood Services (286-2557) for information related to the size, type, location and parking on private property for the vehicle.

6. Persons hauling abandoned vehicles for crushing also need to obtain a state of Wisconsin Salvage Dealer license. We cannot sign the state application form where required unless you have first obtained a Milwaukee Junk Collector's license. Call the Wisconsin Department of Transportation Dealer's Section at (608) 266-1425 or <http://www.dot.wisconsin.gov/business/dealers/licenses/index.htm>

7. A permit must be obtained from the City of Milwaukee Development Center, for residential and commercial locations. Contact the Development Center at 809 N Broadway or (414) 286-8211. Note: Contact this office to determine if the location you have chosen is suitable for this type of license before filing your application to avoid your application being denied.

8. A City inspection of the site must be completed before the license will be issued. This inspection will be done without notice, and may involve an interior inspection.

City of Milwaukee Ordinance Regulations

- Milwaukee City Ordinance 92-3
- Available online www.milwaukee.gov/ordinance



Junk Collector Business License Supplemental Application

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Office of the City Clerk License Division

200 E. Wells St. Room 105, Milwaukee, WI 53202

(414) 286-2238 e-mail address: license@milwaukee.gov www.milwaukee.gov/license

Legal Entity Name:

Business Address:

Vehicle/Cart Information

Check one: ☐ Motor Vehicle (COMPLETE VEHICLE INFORMATION) ☐ Pushcart (on foot)

A separate application and must be submitted for each vehicle/cart used in the business.

Vehicle Make:

Model:

Year:

Weight:

Vehicle Plate #:

VIN #:

Address where this vehicle will be parked when not in use?

Describe the location where the vehicle will be parked when not in use (i.e. garage, driveway, carport):

****Junk Collector Trucks cannot park on city streets**

Manager's Full Legal Name:

Contact Number:

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Manager's Home Address (include city, state, and zip code):

Required Signature(s)

Sole Proprietor, Partner, 20% or more Shareholder,
or the Agent - only if there are no 20% or more shareholders

Signature of additional partner or 20% or more shareholder

SUBMIT THIS FORM ALONG WITH THE "BUSINESS LICENSE APPLICATION"

Office Use Only:

Initials _____ Filed _____ Application # _____ Assigned Permit # _____

☐ MPD _____ ☐ DNS Approval

Mayor's Signature on License _____ License # _____